

DRAFT MINUTES/UNAPPROVED

North Haven Memorial Library Board Meeting
Thursday, November 21, 2013

Minutes

Attendance: The meeting was called to order by Chairman Michael Fletcher at 7:30pm.

Present: Lois Baldini, Ruth Bryant, Kimberly Carew, Paul Colella, Michael Fletcher, Mary Anne Hardy, Erin MacDonnell, Jeanne Saldanha. Mary Ann Santora, Secretary

Absent: Patricia Dortenzio, John Graef, and Peter McPhedran.

1. Approval of Minutes of Thursday, May 16, 2013. Michael Fletcher asked that the minutes be approved, motion by Paul Colella, seconded by Ruth Bryant.
2. Financial Statement: Michael Fletcher asked that the financial statement be accepted; motion by Paul Colella, seconded by Kim Carew.
3. Old Business: None.
4. New Business: None.
Director's Report
 - a. Roof – The painting of the roof began in August. The Town was able to take advantage of a warranty for this and it was painted at no cost. The scraping stage went well. When we got to the painting stage, the fumes were unbearable. The decision to close the building was made by the Fire Chief after an inspection, due to the toxicity of the paint. This decision was made in conjunction with the First Selectman as well as the Finance Director.
 - b. Budget – we have not received the budget worksheets yet. Exploring options for the teen department possibly a teen librarian who would function under the reference department. He/she would expand our teen area and do outreach. I would like to boost the materials budget. Both the book budget and the audio visual accounts. The building is in need of some sprucing up. Lighting is a big issue and the entire building needs to be painted. We also need new network printers.
 - c. Summer Reading club was a huge success. Approximately 800 children participated. All of the programs presented by the Children's Department were extremely well done and successful.
 - d. Rotary has given us \$1000 to be used for the Rotary Job and Career Corner. The Friends have given us \$2000 to be used for large print books.
 - e. We will use the money donated for Andy Bacon for a bench in front of the building.
 - f. The Daytime Gardeners and the Friends of the Library are donating a tree in memory of Jianny Keegan. It will be planted in the spring.
 - g. Charlie and the Chocolate Factory – We will be doing a One Book/One Town program in the spring. The book that will be used is Charlie and the Chocolate Factory.

The one book/one town concept is based on an entire town reading one book with the result being a common dialogue about the book and its message. We will start in the elementary schools where each family will be given a copy of the book to read. Programs will be scheduled for all ages supporting the book's theme. The culmination will be a float in the Memorial Day Parade. An organizational meeting was held with more to come after the first of the year.

- h. Circulation – is down considerably and we don't know why. Conversely, attendance is up considerably. So although less is being checked out, the actual physical plant is being used. Program attendance is up. Adult programming is very well attended.
- i. Quinnipiac – We are beginning to see a Quinnipiac presence in the library. They are not using the collection because of their specialized nature but they are using the building to study. They are noticeable by their hospital scrubs. Apparently the library on this campus is very small due to the fact that most of their books are online. Therefore there is a lack of space and they are coming here. They are a welcome addition to our library.
- j. Amnesty - Fines will be forgiven in the month of December. Patrons are asked to donate a non-perishable item to the North Haven food bank or a toy closet at Community Services. An ad as been placed in the Advisor which was paid for by the Friends.
- k. Please have nominations ready to go for the January 2014 meeting. The First Selectman will conduct elections.
- l. The budget workshop this year will be on Saturday, January 25, 2013 at 8:30am.
- m. Executive Session – A motion was made by Paul Colella to move into executive session at 8:15 p.m. Seconded by Erin MacDonnell. A motion was made by Michael Fletcher to come out of executive session at 8:25 p.m., seconded by Paul Colella.
- n. Changes in personnel: Angela Beach has become the new cataloguer. Katherine Donohue will now assume Angela's position. Katherine's position will be filled by Mary Angelotti who will start on Monday. Caitlin Loller will transfer downstairs. We have one maternity leave coming up next month when Ann Marie Rahenkamp will take six weeks leave.

5. Other business:

- a. The Friends will be sponsoring a huge book sale in the lobby next Friday and Saturday. There will be plenty of holiday items available.
 - b. Zinio – This is new program being offered at the library. It is an online magazine service which you can download to your devices for free. Information is available at the library as well as on line.
6. The next scheduled meeting will be held on January 16th, at 7:30 p.m. Paul Colella moved that the meeting be adjourned, seconded by Kim Carew.